DD/5 59. 2234

Approved For Release 2003/05/06: CIA-RDP80B01676R001100190003-9

Executive Registry

14 MAY 1959

MEMORANDUM FOR: Deputy Director of Central Intelligence

SUBJECT:

Military Personnel Support

REFERENCES:

- a. USAF Memo, dtd 5 February 1959, re USAF Personnel Support - General
- b. DD/P Memo, dtd 8 April 1959, re Air Operations in Europe
- c. Staff Study, dtd 30 April 1959, re Policy for Military Personnel Ceiling and Reimbursement
- 1. This memorandum contains recommendations submitted for DDCI approval. Such recommendations are contained in paragraph 10.
- 2. In response to your request for a survey of military personnel support, and reimbursement therefor, there is submitted under separate cover a staff study dated 30 April 1959 on this subject which contains recommendations for your approval.

3. The Air Force has requested that non-reimbursable personnel spaces be eliminated from the annual CIA military personnel	25X1
authorization and that the authorisation be increased to in-	25X1
activities for whom reimbursement is not now being made (reference a). The Air Force recognises this number is subject to adjustment and DPD	
fficials, have	25X1
indicated a sizeable reduction can be made. Following this survey,	_0, .
the Deputy Director (Plans) has recommended	25X1
which would increase the potential value of these assets and may further reduce personnel requirements (reference b).	20/(1

4. If the recommendations contained in the Staff Study (reference c) pertaining to personnel ceiling and reimbursement policy for all military personnel are approved, additional changes will be made in the number of

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9. The Agency did not anticipate the additional fund requirement of for FY 1960, and did not therefore provide funds for this purpose in the FY 1960 Program. At this time, we are not able to state that we can absorb the additional costs involved from our FY 1960 budget allocation. Technically, under the present Memorandum of Agreement, the military services necessarily would have budgeted for the personnel involved in FY 1960, and would have provided spaces in their personnel ceilings. However, it is recognised that utilization of these employees in support of CIA deprives the military services of an equal number of employees who could be utilized exclusively for the military program.

### 10. It is recommended that:

- a. The personnel ceiling and reimbursement policy proposed in the Staff Study dated 30 April 1959 be approved, effective 1 July 1960.
- b. The attached memorandum (TAB 1) be forwarded to the Department of Defense, and, subject to Department of Defense concurrence,:
  - (1) The Agency components concerned be instructed to provide for reimbursement of the military personnel listed above, in their FY 1961 Programs:
  - (2) The DD/P personnel ceiling be increased effective 1 July 1960, to provide for the additional Air Force personnel to be placed under Agency ceiling.

(signed) H. Gates Lloyd

H. GATES LLOYD
Acting Deputy Director
(Support)

Attachment: TAB 1

The recommendations contained in paragraph 10 above are approximated concurred in for approval by DCI.

CONCUR: 1.4 MAY 1959

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Signed C. P. CARFII 15 MAY 1959
C. P. CARFII

General, USAF

Deputy Director of Central Intelligence

Deputy Director (Plans)

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## Approved For Release 2003/05/06 : CIA-RDP80B01676R001100190003-9

SSA-DD/ [13 May 159] Distributions Orig & 2 - DD/S - w/Basic - DDCI - w/Att 1 - ER - " 1 - DD/P - "1 - DPD - " 1 - Comp. - " 1 - D/Pers " " 1 - D/OL - w/o Att 1 - SFA-DD/S - w/o Att 1 - C/EE - W/o Att 1 - C/NE - " " " 1 - C/FE - " " 1 - C/AFR - " " 2 - SSA-DD/S - w/Att1 - DCI - W/Att

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Approved For Release 2003/05/06; CIA-RDP80B01676R001100190003-9

| Executive Registry | 1/-42/8

1.6 MAY 1959

MEMCRANDUM FOR: The Secretary of Defense

SUBJECT:

Personnel Ceiling Distribution and Reimbursement for Detailed Military Personnel and Services Rendered in Support of CIA

REFERENCES:

- Memorandum of Understanding, dated 1955 Between Secretary of Defense, Director, Bureau of the Budget and Director of Central Intelligence
- b. Memorandum from Headquarters, USAF, to Deputy Pirector of Central Intelligence, dated 5 February 1959, Subj: Personnel Support of the Central Intelligence Agency (AFXPD-PL-TB)
- 1. The Central Intelligence Agency budgets for and reimburses the Department of Defense for all military personnel detailed to the Agency This is in keeping with a for all activities Memorandum of Understanding, signed in 1955 by the Secretary of Defense, the Director, Bureau of the Budget, and the Director of Central Intelligence. Reimbursement is made to the several Military Services for various other support rendered in accordance with separate support and reimbursement agreements.
- 2. Headquarters, United States Air Force, has requested CIA to make reimbursement for personnel assigned to and for certain other personnel not heretofore detailed to CIA, in a manner which will relieve the Air Force of personnel ceiling liability for these personnel. Such personnel are utilized solely, or principally, in support of CIA. A review has been conducted of current support and reimbursement procedures as they may affect any of the Military Services in rendering support to CIA. As a result I believe it is appropriate at

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this time to revise the 1955 Memorandum of Agreement to provide reimbursement for all detailed military personnel, including those assigned.

The revised Agreement should, however, make allowances for those crisis situations wherein substantial numbers of personnel may be required by CIA. It seems apprepriate that in such event, the required personnel would be made available on a temporary non-reimbursable basis.

- 3. I also believe that it is desirable to establish or reaffirm the general principles under which CIA will reimburse the Services for salaries of military personnel and charge CIA personnel ceiling, or reimburse only for services rendered by military personnel utilized in support of CIA activities. I feel that the criterion for determining the proper charge to CIA personnel ceiling is the existence of a formal detail of military personnel to CIA for a normal tour of duty, under CIA administrative command and control, to perform work exclusively on behalf of CIA. Reimbursement for services, including those performed by individuals who are identified as engaged in continuing support of CIA but who are not under the command of CIA for reasons of efficiency, appears to be the soundest procedure for personnel who are not formally detailed to CIA.
- h. Revision of the Memorandum of Agreement to provide reimbursement and personnel ceiling distribution under this principle requires approval of the Department of Defense and the Bureau of the Budget. Upon approval CIA will include the necessary funds for reimbursement in its program for FY 1961, but because of the lead time required for budget purposes there is insufficient time to prepare for reimbursement in FY 1960 as requested by the Air Force. Funds for this purpose are not contained in the CIA budget for FY 1960. In the belief that establishment of mutually satisfactory principles of reimbursement and distribution of personnel ceiling will eliminate the major problem by providing a basis for orderly planning for CIA support requirements, it is proposed that reimbursement commence on 1 July 1960.
- 5. Subject to approval by the Department of Defense I shall request the Bureau of the Budget to approve revision of the 1955 Memorandum of Agreement as described herein.

## SIGNED

ALLEN W. DULIES Director SSA-DD/S Distribution: 13 May 59) Orig & 1 - Addressee 1 - DCI 1 - Comptroller SIGNED 1 - FR 1 - D/Pers DDCI 1 - DPD 1 - DD/P 2 - SSA-DD/S CONCUR: 3 - DD/S

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H. GATES ILOYD
Acting Deputy Director (Support)

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Approved For Release 2003/05/06 ARIP80B01676R001100190003-9

30 April 1959 1-42/8/2

TO:

Acting Deputy Director (Support)

SUBJECT: Reimbursement for Defense Department Personnel

#### 1. BACKOROUND

In letter dated 5 February 1959 the Department of the Air Force requested CIA to include in its personnel requirement certain officers and men who had been identified as working exclusively in the interests of CIA. These officers and men are at present under Air Force command, paid by the Air Force and counted against Air Force ceiling.

### 2. STATEMENT OF THE PROBLEM

The problem is to relate this request to various policy alternatives, to explore the implications of such policy alternatives as they would affect the status of other military personnel and military activities in support of CIA, including the cost of accomplishing reimbursement.

- 3. FACTS BEARING ON THE PROBLEM
- a. Reimbursement Arrangements Between Government Agencies
  - (1) The Economy Act (31 USC 686) authorizes executive departments and establishments to place orders with other such departments and establishments for materials, supplies, equipment, work, or services, and to make payment therefor. The relevant citation from this Act is attached as Tab A.
  - (2) It is common practice in government that the services supplied and paid for in accordance with the Economy Act be performed by personnel provided by the supplying department or establishment, and that such personnel in no way be considered as detailed to or under the administration of the receiving department or independent establishment.
  - (3) CIA has entered into many arrangements with other departments of the government for the provision of services provided by personnel and has generally followed government practice in reimbursing for services performed rather than for the salaries of the individuals involved.

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b. Special Reimbursement Arrangements Between Components of the Department of Defense and CIA

The Department of Defense Appropriations Act, 1956 (P.L. 84-157), provides that "... military ... personnel as may be detailed for duty with agencies not a part of the Department of Defense on a reimbursement basis may be employed in addition to the numbers otherwise authorized and appropriated for." Under this provision of law, officers and enlisted men detailed to and reimbursed for by CIA are excluded from the Services personnel ceiling and are included in the ceiling for CIA.

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Copies of the agreements reached between the Department of Defense, the Bureau of the Budget, and the Central Intelligence Agency in 1952, and amended in 1955, are attached as Tab B.

c. Bureau of Budget Views

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The Bureau of the Budget, in discussing the problem of Agency reimbursement to the Department of Defense for services, has indicated its belief that such reimbursement is proper. The Bureau has also been informed that a request for a release of reserve for contingency funds would be required to cover any significant increase in such costs during fiscal year 1960, on the understanding that these costs will be included in the Agency's 1961 budget submission. The Bureau also stated that their concern involving personnel ceilings was solely that one agency or the other include personnel strength and that no group be omitted from both Defense and CIA strength reports.

- d. Categories of Military Personnel Detailed to or in Support of CIA:
  - (1) Detailed military personnel. Current authorizations and the present number on duty are given in Tab C.

2)	Personnel assigned to military establishments providing general support These establishments are
	reimbursed for services performed by military personnel in accordance with
	Reimbursement is made upon a cost estimate

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funds for the support required are not reasonably provided in the appropriations of the command concerned. To illustrate: reimbursement is made for the maintenance services supplied to Agency vehicles by military motor pools and for the education of dependent children in military schools; on the other hand reimbursement is not made for the general police services performed in a military area by the provost marshal.

- (3) The short-term services of military personnel informally detailed to CIA units to perform operational support duties of an essentially military nature in direct support of current operations. To illustrate: Signal Corps units will assist the Office of Communications in erecting antenna, laying wire, and other operations, which are a normal part of their support to military commands. Ordinarily no reimbursement is made for such support.
- (4) Military personnel required to perform continuing services exclusively in support of CIA activities but who remain under the operational control and command of the Service providing the support. An illustration of this group is that part of the base

  This is the only other such arrangement reported by DD/P.

(5) Military personnel assigned to Agency units or offices in accordance with NSCID-7, NSCID-5, and DCID 4/2. The various arrangements made in this general sphere include the assignment of military personnel to the field offices

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These personnel are paid by the military service and carried against military ceiling.

#### L. DISCUSSION

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a. It would appear from a review of the facts that there are basically two ways in which this Agency reimburses another for personal services: (a) reimbursement for salaries of detailed personnel; and (b) reimbursement for services performed. The Air Forse has come forward with the one significant alternative procedure, a request that individuals performing duties which are intrinsic to the mission of

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logical ext and provision from time to of the Agency it the same t legitimate cl result in a d viding suppor	of coiling for the Agency g and for many other civi time are called upon to work This hardly appears as a ime, it is recognized that t aim on CIA in those instance efinite and identifiable aug t. Inamuch as the services y military in nature, this t	lian government employees who full time in the interest desirable course of action. he military services have a s in which CIA requirements mentation of the unit pro- performed are essentially ype of claim can be properly	_
satisfied by	payment for services rendere	a.	
bursement mis	ht be made and those service	een services for which reim- s which require the detail	
bursement mig of military <u>r</u>	rays easy to distinguish between the made and those service personnel to CIA. For example	s which require the detail	2
bursement mis	ht be made and those service	s which require the detail	

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reasonable and that the administration of such reimbursement is not out of proportion to the value of services received. Furthermore, it is recognized that many valuable short-term services continue to be performed by military units without request for reimbursement.  CONCLUSIONS  It is concluded that CIA should reimburse the salaries of all refficers and men detailed to the Agency, including
It is concluded that CIA should reimburse the salaries of all officers and men detailed to the Agency, including
CONCLUSIONS  It is concluded that CIA should reimburse the salaries of all officers and men detailed to the Agency, including
officers and men detailed to the Agency, including
personnel; that CIA should not make salary reimbursement for nor count against its ceiling those military personnel who are not formally detailed to the Agency; that CIA should accept in reimbursable detail status those military personnel required to perform work exclusively on behalf of CIA and under the administrative command and control of CIA; and that CIA should reimburse the Department of Defense for services including those performed by individuals who are clearly identified as engaged in continuing support functions but who are not under the command of CIA for reasons of efficiency.
RECOMMENDATIONS  It is recommended that the position set forth in paragraph 5.a., above, be used as a basis for negotiation of the Air Force request
at Department of Defense level. Specifically, it is recommended that the Agency:
Accept in reimbursable detail status those military personnel who are performing work explusively for, and under the adminis-

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command of the Agency; and

### Approved For Release 2003/05/06: CIA-RDP80B01676R001100190003-9

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		SIGNED	
		Gordon M. Stewart	
		Director of Personnel	
	Attachments:		
	Tabs A, B, C & D		
	CONCUR: I strongly endorse the abo	ove recommendations	
	NIGHTA	ः जन्म । <b>1952</b>	
	Signis D		
	Deputy Director (Plans)	Date	
	(signed) H. Gates Lloyd	<b>5</b> MAY 1959	
	Acting Deputy Director (Support)  The recommendations contained in are EXECUTED concurred in for DO		
	Acting Deputy Director (Support)  The recommendations contained in are xxxxxxxxx concurred in for DX	paragraph 6	;
	Acting Deputy Director (Support)  The recommendations contained in are xxxxxxxxx concurred in for D.  Signed C. P. CABELL	paragraph 6 I approval.  15 MAY 1959  Approved by	DCI
	The recommendations contained in are mountained concurred in for DC Signed C. P. CABELL Ceneral USAF	paragraph 6 I approval.  1 5 MAY 1959  Date Approved by 16 May 1959	DCI
	Acting Deputy Director (Support)  The recommendations contained in are mounteed concurred in for D.  Signed C. P. CABELL  C. P. CABELL	paragraph 6 I approval.  1 5 MAY 1959  Date Approved by 16 May 1959	DCI
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	The recommendations contained in are expressed concurred in for DC  Signed C. P. CABELL  C. P. CABELL  General USAF  Deputy Director of Central Intell  D/PERS:GMSTEWART:hc:vld (30 Apr 5)  Distribution:  Orig - DD/S w/o att  3 - DDCI w/o att  1 - DDCI w/o att  1 - DPD w/o att  1 - SSA-DD/S w/o att  2 - D/Pers w/o att  1 - Comptroller w/o att	paragraph 6 I approval.  15 MAY 1959  Date Approved by 16 May 1959 igence	DCI
	The recommendations contained in are moreover concurred in for DC  Signed C. P. CABELL  C. P. CABELL  General USAF  Deputy Director of Central Intell  D/PERS:GMSTEWART:hc:vld (30 Apr 5)  Distribution:  Orig - DD/S w/att  3 - DD/S w/o att  - DDCI w/o att  1 - DD/P w/o att  1 - DPD w/o att  1 - SSA-DD/S w/o att  2 - D/Pers w/o att  1 - Gomptroller w/o att  1 - B/OL w/o att	paragraph 6 I approval.  15 MAY 1959  Date Approved by 16 May 1959 igence	DCI
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	The recommendations contained in are moreover concurred in for DC  Signed C. P. CABELL  C. P. CABELL  General USAF  Deputy Director of Central Intell  D/PERS:GMSTEWART:hc:vld (30 Apr 5)  Distribution:  Orig - DD/S w/att  3 - DD/S w/o att  - DDCI w/o att  1 - DD/P w/o att  1 - DPD w/o att  1 - SSA-DD/S w/o att  2 - D/Pers w/o att  1 - Gomptroller w/o att  1 - B/OL w/o att	paragraph 6 I approval.  15 MAY 1959  Date Approved by 16 May 1959 igence	DCI

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NOTE FOR DDCI (in response to telephone request)

SUBJECT: 1960 Budget for Air Force Personnel Utilized in Support of CIA.

Major Mullen, who works with Lt. Col. Prouty, states that the Air Force did include funds in their 1960 budget for the personnel we would begin reimbursement for under the policy which has been recommended to you. However, he states that reimbursement in FY 1960 by CIA would not represent duplication since these people are routinely programmed to meet Air Force requirements, and utilization in support of CIA without reimbursement deprives the Air Force of personnel needed for their own operations.

If reimbursement is made the Air Force will add to its personnel strength so that they may take full advantage of their personnel ceiling, and, in addition, provide necessary support to CIA.

cessary support to CIA.	
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CENTRAL INTELLIGEN AGENCY

OFFICE OF THE DEPUTY DIRECTOR

DC1: Delieve it most important to adopt this new procedure + so relieve one of the strains between CIA + the Services.

(Date 15 may)

## START

5 MAY 1959

SUBJECT:	Deputy Director of Central Intelligence Military Personnel Support	
REFERENCES:	A. USAF Memo, 5 February 1959, re USAF Personnel Support - General B. DDVF Memo, 8 April 1959, re Air Operations in Europe C. Staff Study, 30 April 1959, re Policy for Military Personnel Ceiling and Reimbursement	
2. In resupport, and x cover a staff	memorandum contains recommendations submitted for DDOI on recommendations are contained in paragraph 9.  Aspense to your request for a survey of military personnel esimbursement therefor, there is submitted under separate a study dated 30 April 1959 on this subject which contains 25 as for your approval.	5X
personnel space authorization clude that nur activities for The Air Force	mber of Air Force personnel utilized in support of CIA r whom reimburgement is not now being made (Reference A).	5X <sup>-</sup> 5X <sup>-</sup>
the Deputy Dir	izeable reduction can be made. Following this survey, rector (Plans) has recommended which would increase the potential assets and may further reduce personnel requirements (Ref-	5X:
pertaining to	personnel ceiling and reimbursement policy for all military approved, additional changes will be made in the number of Ai	r

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E. ...

9. It is recommended that:

a. The personnel ceiling and reimbursement policy proposed in the Staff Study dated 30 April 1959 be approved;

b. The attached memorandum (Tab 1) be forwarded to the Department of Defense, and, subject to Department of Defense concurrence: (1) The Comptroller be authorized to request funds for reimbursement to the Air Force in FY 1960, and to other military Services if agreed upon; personnel ceiling be increased by (2) to provide for the additional Air Force personnel to be placed under Agency ceiling. (signed) H. Gates Lloyd H. GATES LLOYD Acting Deputy Director (Support) The recommendations contained in 2 MAY 1959 peragraph 9 above are approved. CONCUR: SIGNED C. P. CABELL Deputy Director General, USAF (Plans) Deputy Director of Central Intelligence SSA-DD/S 1 May 159) Distributions Orig & 3 w/Basic - DD/S 1 - ER 1 - DD/P1 - DPD 1 - Comptroller 1 - D/Pers 1 - D/OL - w/and Jab 1 1 - SPA-DD/S 1 - C/EE 1 - C/NE 1 - C/FE 1 - C/AFR 2 - SSA-DD/S

### Approved For Release 2003/05/06: CIA-RDP80B01676R001100190003-9

15 Jan 59

NOTE FOR RECORD:

Memo for DDCI was received from AF Plans dtd 1/7/59, subject: "Reduction of Assigned Aircraft", Two references were identified therein:

Ref "a" -- DDCI memo of 20 Dec 50 (see attached cy).

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Orig of the 1/7 AF memo was sent to DD/S, 1/16

this date, after CPC had noted; and copy
was sent to Air Div. via DD/P, together
with copy of Ref "b" which we had borrowed
from to pass to CPC with the AF
memo.

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MEMORANDUM FOR: The Secretary of Defense

SUBJECT:

Personnel Celling Distribution and Reimbursement for Detailed Military Personnel and Services Rendered in Support of CIA

REFERENCES:

- A. Memorandum of Understanding, dated 1955 Between Secretary of Defense, Director, Bureau of the Budget and Director of Central Intelligence
- B. Memorandum from Headquarters, WAF, to Deputy Director of Central Intelligence, dated 5 February 1959, Subj: Personnel Support of the Central Intelligence Agency (AFXFD-PL-TB)
- Department of Defense for all military personnel detailed to the Agency for all activities

  a Memorandum of Understanding, signed in 1955 by the Secretary of Defense, the Director, Bureau of the Budget, and the Director of Central Intelligence. Reimbursement is made to the several military Services for various other support rendered in accordance with separate support and reimbursement agreements.
- 2. Headquarters, United States Air Force, has requested CIA to make reimbursement for personnel assigned to and for certain other personnel not heretofor assigned to the manner which will relieve the Air Force of personnel ceiking liability for these personnel. Such personnel are utilized solely, or principally, in support of CIA. A review has been conducted of current support and reimbursement procedures as they may affect any of the military Services in rendering support to CIA. As a result I believe it is appropriate at this time to revise the 1955 Hemorandum of Agreement to provide reimbursement for all detailed military personnel, including those assigned to

Rewto by

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Approved For Release 2003/05/06::CIA-RDP80B01676R001100190003-9

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personnel may be required by CIA. It seems appropriate temporary non-reimbursable basis.

- 3. I also believe that it is desirable to establish or reaffirm the general principles under which CIA will reimburse the Services for salaries of military personnel and charge CIA personnel ceiling, or reimburse only for services rendered by military personnel utilized in support of CIA activities. I feel that the criterion for determining the proper charge to CIA personnel ceiling is the existence of a formal detail of military personnel to CIA for a normal tour of duty, under CIA administrative command and control, to perform work exclusively on behalf of CIA. Reimbursement for services, including those performed by individuals who are identified as engaged in continuing support of CIA but who are not under the command of CIA for reasons of efficiency, appears to be the soundest procedure for personnel who are not formally detailed
- is Revision of the Memorandum of Agreement to provide reimbursement and personnel ceiling distribution under this principle requires approval of the Department of Defense and the Bureau of the Budget. Further, CIA has not budgeted for the funds which would be required to effect reimbursement for FY 1960, therefore, it would be necessary for CIA to obtain the funds for this purpose.
- 5. Subject to approval by the Department of Defense I am prepared to request the Bureau of the Budget to approve both the revision of the Memorandum of Agreement and the necessary funds to begin reimbursement thereunder I July next. CIA will include funds for this purpose in our program for FY 1961.

SSA-DD/S: (7 May 59)

ALIEN W. DULIES
Director

Distribution:

Orig & 1 - Addressee

- 2 DCI/
- 1 DDCT
- 1 DD/P
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Approved For Release 2003/05/06 : CIA-RDP80B01676R001100190003-9

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Next 3 Page(s) In Document Exempt

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Approved For Release 2000/05/064: CIACRD P80E01676 Rev True 19000 3-9
UNCLASSIFIED CONFIDENTIAL SECRET

CENTRAL INTELLIGENCE AGENCY
OFFICIAL ROUTING SLIP

INITIALS

DATE

NAME AND ADDRESS

SSA-DD/S -- 2004 "L" Bldg.

Next 2 Page(s) In Document Exempt

### Approved For Release 2003/05/06: CIA-RDP80B01676R001100190003-9

SUBJECT: Air Force Personnel Support to CIA

### CONCURRENCES

25X1	15/	Syr en en
	Director of Logistics	Date
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MEMORANDUM FOR: Deputy Director of Central Intelligence
SUBJECT : Personnel Requirements
1. This memorandum contains a recommendation submitted for DDCI approval. The recommendation is contained in paragraph 7.
2. USAF has advised us that a recent survey indicated that there were assigned practically full time in support of CIA projects and that, in view of tightening personnel ceilings, these spaces would be reduced by attrition beginning FY 1959.
to receive the security of the
3. The Air Force has proposed that, in order to protect these projects CIA review them to determine minimum requirements and, beginning in FY 1960, reimburse the Air Force for these spaces. The personnel involved would be carried by the USAF in Category "Z" which means they would not be charged against the USAF working personnel ceiling.
has been completed with the exception that the situation is
still so fluid that definite figures to which we can reduce have not been determined. Therefore, the original number
Sould wouldn't aven so, it armore that exhatented
elsewhere.
of the The full time
can be discontinued and we can reduce the support requirement at
6. The costs involved in this readjustment based on the yearly average reimbursement figures of amounts slightly less than pear. These costs were not anticipated and therefore were not included in our budget requirements. It is for this reason that we have stated that any agreement between CIA and the Air Force will be subject to Sureau of the Budget concurrence.
7. Recommend signature of the attached letter.
in K. Wilte
Deputy Director (Support)
SPA-DD/S (21 November 1958)  Deputy Director (Support)
Deputy Director (Support)

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Please receipt attached document. log in, and have original hand-carried to Mr. (per Routing Sheet) and return copy to this office for our files.

Thanks,

Bernie O/DDCI